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Director of Training

17 July 1953

Deputy Director of Training (General)

TRG Weekly Summary Report

1. At a meeting called on 13 July by the AD/IC at the request of Chief, Plans and Policy Staff, Office of Training it was concluded that the responsibility for briefing of service attaches within the Agency should be transferred from the Office of Training to appropriate offices within the DD/I complex. Specifically, the AD/CD would be responsible for determining the duty assignments, departure dates, and identity of service attaches accredited to the various countries, and notify all DD/I offices as to when such attaches would be available for specialised briefings within the Agency. The AD/IC has accepted temporarily responsibility for coordinating arrangements necessary in order that the several office interests in specialised briefings can be met with the least amount of inconvenience to the offices concerned and to the attaches. The Office of Training will continue to coordinate arrangements whereby the Agency participates in the training programs conducted at the Strategic Intelligence School and the Naval Intelligence School.

In those instances where attaches have been designated who have not attended the Strategic Intelligence School or the Naval Intelligence School, the Office of Training may be required to offer general briefings on the organization, mission and functions of CIA in order to round out the background of information needed by the attaches to make their specialised Agency briefings more meaningful.

2. On the invitation of OO/C, Mr. [redacted], Chief of the Programs Division spent several days during the week in the [redacted] office of the Contact Division. The purpose of the visit was to increase the awareness and understanding of the programs of the Office of Training as they may be of advantage to field office personnel, and to conduct experimentally a "training audit" designed to provide recommendations for training that may be of value to the field unit surveyed. As the need arises the Office of Training will program courses which personnel of the [redacted] office may take within their local area. The value of such programs is that they will be tailor-made to meet the immediate needs of those persons of the Agency who work away from Washington Headquarters.

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3. Representatives of the Office of Training and the Training Committee of DD/P have developed a highly specialized on-the-job training program for the Junior Officer Trainees who have shown certain aptitudes for the work in the Clandestine Services. This type of training, by doing, will last from ten to twelve months and will be supervised by a specifically designated monitor who will tailor-make the program to fit the projected duty assignments of the Junior Officer Trainee.

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4. At the request of Mr. [redacted] Chief, Division of Near East and Africa, DD/P the Director of Training was asked to designate a representative in his office to brief [redacted] 25X1C8c

25X1C8c [redacted] on certain phases of the intelligence coordination activities of the Central Intelligence Agency. The Chief of the Orientation and Briefing Division has been designated to conduct this special presentation.

5. As of 17 July 1953, 374 CIA personnel are enrolled in TRG courses, and 269 in external training courses, making a total of 643 in courses sponsored by the Office of Training (General).

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cc: TRG Staff and Division Chiefs
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